BetterLiving

Self Propelled Wheelchair

user guide

⚠ Prior to use please read all instructions.

We recommend you keep this User Guide in a safe place for future reference.

Self Propelled Wheelchair

Product Overview

A premium self propelled wheelchair with lightweight aluminium frame and compact folding design. Available in two different seat widths, the height adjustable frame is equipped with comfortable profiled grip handles for safe attendant propulsion and padded armrests that lift up for easy lateral transfer. The wheelchair includes anti-tip wheels for enhanced stability and safety, adjustable to suit the needs of the individual user.

The detachable, height adjustable footrests are equipped with heel loops, offering greater security and comfort during transport. Both footrests fold away to increase accessibility and ease of transfer.

Featuring nylon padded seat and backrest for user comfort, the wheelchair is simple to fold for easy travel and storage. Rear drive wheels and footrests can also be removed for ease of storage and transportation.

Box Contents and Inspection

Carefully remove all components from the box and check items against the list below. Any damaged or missing components should be reported to your authorised dealer or Novis Healthcare.

Prior to use, remove all packaging and plastic wrapping and check the wheelchair for any damage that may have occurred in transit, paying particular attention to:

- Any cracks or damage to the wheels, tyres or chassis.
- Damage to the seat and backrest.
- Any missing or loose screws, wheelnuts or fasteners.

Intended Use

- This wheelchair is designed for indoor and outdoor use, and is intended for either self propulsion or propulsion by an attendant.
- The maximum occupant weight is 110 kilograms, as stated on the manufacturer's label.
- The wheelchair should only be used and maintained in accordance with the instructions in this User Guide.

Wheelchair

User Guide *(this document)*

Seat cushion

Left hand footrest

Tool kit

Right hand footrest

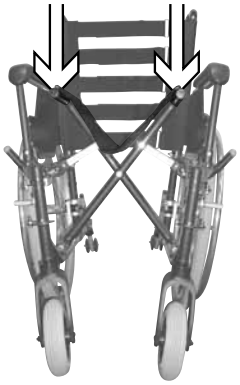
Backrest cover

Set Up

Unfold the wheelchair

To unfold the wheelchair, place on a stable surface and stand behind the wheelchair.

Use both hands to press down on the outer edges of the seat frame to unfold. It may help to gently tilt the wheelchair back to lift the front wheels off the floor. Once open, press firmly to make sure cross brace is locked.



Secure the backrest

Place the backrest over the back straps of the wheelchair with the padded foam cushion facing forwards. Push firmly to ensure the hook and loop fastener is securely attached both back and front.

Pull the bottom flap under the back of the seat and push firmly to secure the hook and loop fastener attachment. This closes any gap between the seat and the backrest.

Secure the seat cushion

Place the seat cushion onto the wheelchair, with the zip towards the back of the seat and the angled edge facing forwards.

Make sure the attachment strips are aligned and push firmly to ensure the hook and loop fastener is securely attached.

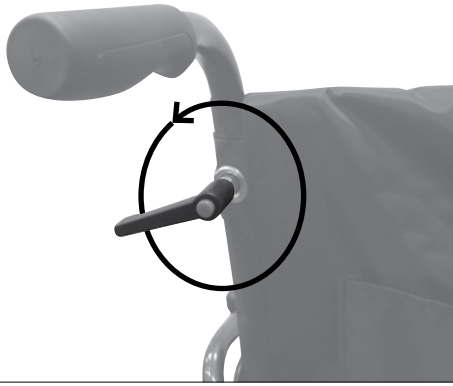
Attach the footrests

With the footrest at a 90° angle to the chassis (ie swung outwards), attach the footrest by aligning the two holes at the top of each footrest with the corresponding hinge pins on the chassis frame, and push down firmly to insert.

Now swivel the footrest inward to lock into position, and fold down the footplates.

Adjustments

Adjusting the handle height



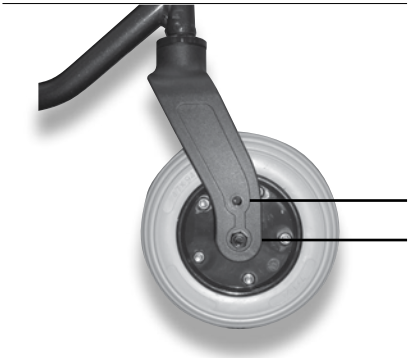
To move the attendant handles up or down, turn the lock lever (located on the back of the seat directly beneath each handle) anti-clockwise until loose.

Adjust the handles to the required height (level with the attendant's wrist height when standing), then tighten by turning the lock lever clockwise.

Ensure the handles are at the same height.

If the lever is protruding from the side of the wheelchair it can be repositioned. Holding your thumb against the red centre point of the handle, pull the handle outwards and rotate.

Adjusting the seat height



By adjusting the wheels, the height of the seat can be set at one of two heights (470 or 500 mm). Both front and rear wheel height must be adjusted to the same height.

Adjust front wheel height

The front wheel assembly includes two bolt holes, 30 mm apart (upper and lower). From the factory, the wheelchair is set to the lower bolt hole. To lower the seat to 470 mm, remove the bolt from the centre of the front wheel to release the wheel.

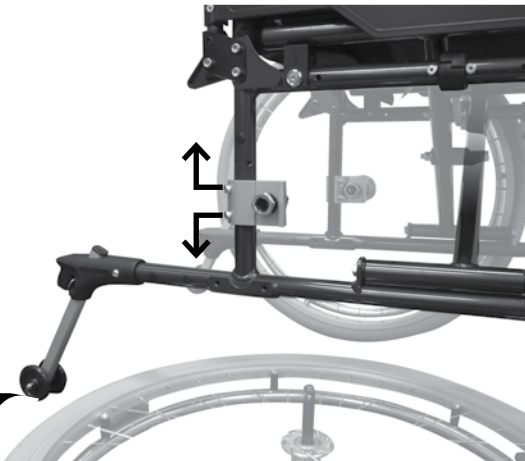
Move the wheel to align the centre against the upper hole, reinsert and firmly tighten the bolt.

Adjust rear wheel height

Remove the rear wheels (see page 8 v"Removing rear wheels").

Undo the two bolts holding the wheel bracket, adjust the bracket to the desired height and retighten the bolts.

Always make sure all four wheels are set to the same height so that the seat remains level and parallel to the ground.



⚠ **Changing the seat height requires a readjustment of the park brakes – please refer to "Adjusting the brakes".**

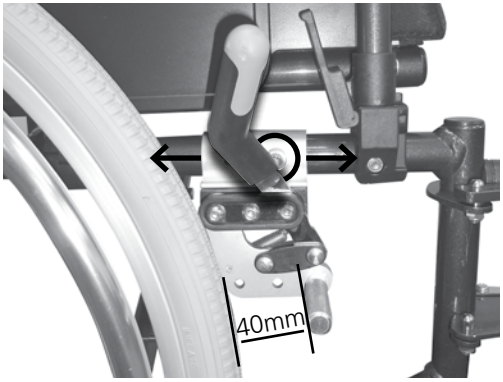
Adjustments

Adjusting the brakes

When fully released, the maximum distance between the brake latch and the tyre should be no more than 40 mm.

To adjust the brakes, loosen the bolt at the top of the brake (refer to picture) and slide the metal bracket left or right to set the correct distance.

Securely tighten the bolt and check the adjustment has not affected proper brake function – when the brakes are engaged the rear wheels should not move.



Adjusting the footrest height

Correct leg position is achieved when the occupant's feet can be placed flat on the footplates when his / her thighs are resting horizontally on the seat.

To adjust the height of the footrests, use the Allen Key (provided in the toolkit) to loosen the bolt on the leg support (do not remove).

Adjust each footrest by sliding up or down until the desired position and height are reached, ensuring both footplates are at the same height.

Tighten the bolt firmly to lock into place.

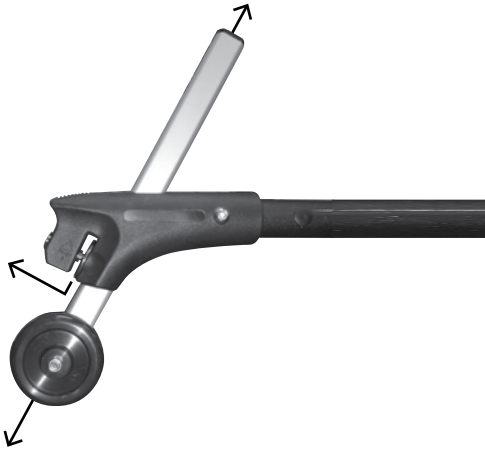
Adjusting the anti-tip wheels

This wheelchair includes adjustable anti-tip wheels for enhanced stability and safety. They can be adjusted in length to suit the individual occupant.

To adjust the length of the anti-tip wheels, use thumb and forefinger to pull the spring loaded silver disc back and release the locking pin.

Use the other hand to slide the shaft up or down to adjust the height of the wheels to the desired length.

Release the disc to lock the pin against one of the holes on the shaft. Ensure the pin is firm.



Operation

Transferring in and out the wheelchair

When transferring in or out of the wheelchair, place the wheelchair as close as possible to the transfer destination. Ensure that the front wheels are in the forward position and both footplates are folded up. Always secure the wheelchair by engaging both left and right brake levers.

The Self Propelled Wheelchair also features folding and removable footrests and lift up armrests to increase access options for easy transfer.

Lift up the armrests

For increased access during lateral or sliding transfers, the armrests can be lifted up. To release the armrests, press the lever located at the front of the armrest to release the lock. Swing the armrest upwards until vertical (the armrest will sit safely out of the way in an upright position).

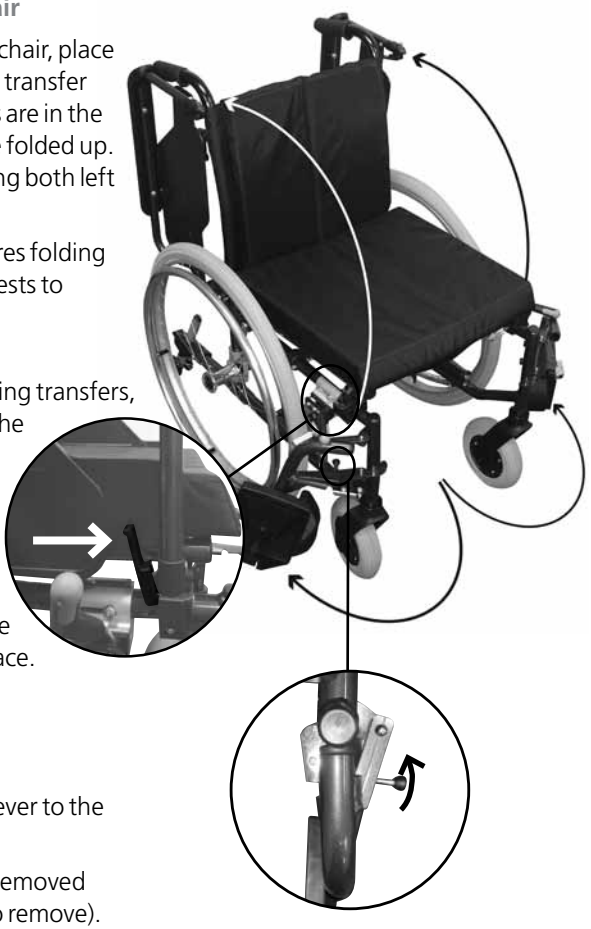
To return the armrest, hold the lever while lowering the armrest and locking into place. Ensure the lock is engaged before use.

Fold out the footrests

Ensure the footplates are folded up.

On the back of the leg support, pull the lever to the rear and swing the footrests outwards.

From this position, footrests can also be removed (simply lift up on the footrest assembly to remove).



Positioning the occupant

One the occupant is seated, swing the footrests inwards until they lock into place. Fold the footplates down and ensure the occupant's feet are placed flat on each footplate. This wheelchair features heel loops for occupant safety and comfort. Always ensure the heel loops are securely attached to the footrests and that the occupant's feet are firmly located against the straps.

The user should be seated as far back as possible in the seat at all times.

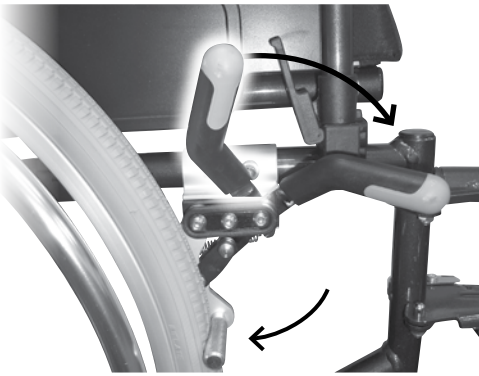
Operation

Propelling the wheelchair

The wheelchair should be self-propelled forward and backward using the grip rings located on the side of the wheels only. Do not manoeuvre the wheelchair by pushing directly on the wheels as this may result in personal injury.

The wheelchair can be propelled by an attendant using the profiled grip handles.

Make sure the attendant has sufficient strength to stop the wheelchair on a slope, or to negotiate up curbs or over obstacles.



Activating the brakes

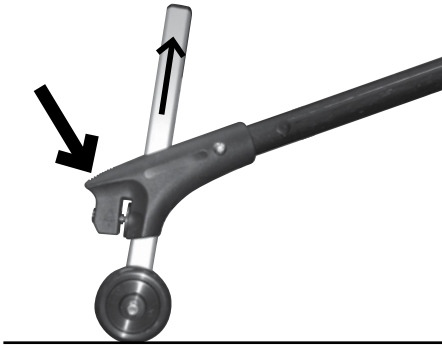
The brakes should always be applied whenever the wheelchair is stationary, or when getting in and out of the wheelchair. Apply brakes to both wheels to ensure the wheelchair can not move or swing sideways.

To apply the brakes, make sure the wheelchair has come to a complete stop. Push the brake lever all the way forwards until the brakes come to rest firmly against each wheel. Always check both brakes are properly applied before getting in or out of the wheelchair.

To release the brakes simply pull the brake lever back.

Using the tilt-assist pedal

⚠ **Before attempting to tilt the wheelchair, ensure the anti-tip wheels are positioned high enough to allow tilting.**



The tilt-assist pedal helps the attendant to tilt the wheelchair backwards when negotiating obstacles. The pedal is positioned on the rear of the chassis.

To tilt the wheelchair, attendant places one foot on the tilt-assist pedal, and presses down while pulling back on the attendant handles.

Ensure balance is maintained while the front wheels are lifted.

Transportation & Storage

Folding the wheelchair

To fold the wheelchair, firstly fold up the footplates.

If needed, the footrests can be removed for easy storage; to remove the footrests, pull the lever on the back of the leg support and swing the footrests outwards, then simply lift up on the footrest assembly to remove.

Detach the padded seat cushion by pulling firmly.

Detach the backrest by removing the hook and loop fastener attachment from underneath the seat and remove.

Pull up on the centre of the seat by gripping the front and rear edges with both hands – the sides of wheelchair then fold inwards.

To protect the seat during transportation or storage, push the folded seat back down so it is positioned between the wheels for added protection.

Removing the rear wheels

To remove the rear drive wheels for maintenance, transport or storage, tilt the wheelchair so the wheel to be removed is lifted off the ground.

Using your thumb, press the button in the centre of the wheel hub to release the lock, and gently pull the drive wheel out of the bracket. Repeat for the other wheel.

To re-attach the drive wheels, press the button in the centre of the wheel hub and insert the wheel axle into the bracket until it clicks into place. Ensure the wheel is firmly secured into place before using the wheelchair.

Safety & Maintenance

General Safety Precautions

⚠ **Do not use the wheelchair as a seat in a handicap vehicle.**

- A risk assessment should always be carried out to ensure the product is suitable for a new occupant.
- Before use, both the occupant and the attendant should read these instructions and familiarise themselves with the wheelchair. Ensure all components are properly and securely installed.
- Do not use the wheelchair without the designated backrest or seat cushion attached.
- The occupant and attendant should make sure they have sufficient strength to safely operate and control the wheelchair with the occupant seated in the wheelchair – especially when negotiating a step, curb or slope.
- To ensure safe clearance when negotiating ramps or inclines, the clearance between the ground and the footrests should never be less than 50 – 60 mm.
- Before sitting down in the wheelchair ensure the brakes are firmly applied. It is recommended the footrests are folded out of the way to assist the occupant when getting into the wheelchair.
- When travelling in the wheelchair the occupant must not lean forward; it is recommended the occupant's feet are located in the heel loops for extra safety and comfort.
- Do not tip the wheelchair back beyond its point of balance or the wheelchair may overbalance.
- Never suddenly apply the brakes while the wheelchair is moving. First stop the wheelchair and then apply the brakes firmly.
- Do not touch the tyre when propelling the wheelchair. Be aware of the risk of friction injury or entrapment between the tyres and the side armrest.
- Never stand on the footrests or the seat.
- Do not exceed the maximum recommend working load.
- Do not attach any weights to the wheelchair.
- Do not use the wheelchair to transport more than one person at a time.
- Keep the wheelchair out of the direct sunlight or keep the wheelchair covered; cushions or parts exposed to sunlight will heat up and may cause injury to the skin.
- When using the wheelchair outside, ensure the rear wheel reflectors are visible to road users and not obscured or defective.

Care & Cleaning

Regular Maintenance

⚠ Professional inspection of the wheelchair is recommended at least once a year.

⚠ Any service or repairs, especially to the brakes, must be performed by a trained professional. Any unauthorised repairs or service may void your warranty.

- Regularly check the wheelchair for damage and wear, paying special attention to the workings of the brakes and the condition of the wheels and tyres. If the wheelchair is damaged in any way, stop using the wheelchair immediately and contact your authorised dealer or the manufacturer.
- Check the efficiency of the braking system to ensure the rear drive wheels cannot rotate when the park brakes are engaged. With brakes released, there should be no drag on the rear wheels and the wheelchair should be wheeled easily. If you notice an unfamiliar braking sensation or any abnormalities, stop using the wheelchair immediately and contact your authorised dealer or the manufacturer.
- Check all screws and wheelnuts are firmly secured. Use the toolkit provided to tighten any loose fixtures.
- Ensure tyres are inflated to the specified pressure (optimal pressure 420kPa or 60 PSI) and have sufficient tread depth (> 1 mm). Defective tyres must be replaced before use.
- In the event of a puncture or constant loss of pressure to one or other of the rear drive wheels, stop using the wheelchair immediately and contact your authorised dealer or the manufacturer.

Cleaning

⚠ Do not use high pressure cleaners or harsh, caustic chemicals for cleaning.

Frame

Wipe the wheelchair frame with a damp cloth.

For more stubborn dirt, use a mild detergent solution up to 40 °C. Dry thoroughly before use to avoid corrosion.

Clean the wheels using a damp brush with plastic bristles (do not use a wire brush or you may damage the rubber).

Upholstery

Regularly clean the upholstery materials using a mild detergent solution up to 40 °C, or washed with alcohol-based disinfectants if necessary.

Dry thoroughly before use.

Warranty

This warranty is provided by

Novis Healthcare (ABN 45 102 735 491)
of Unit 12, 12 Mars Road Lane Cove
2066 New South Wales Australia.

Australian Consumer Law

Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or may be entitled to a refund for a major failure and compensation for any other reasonable foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be acceptable quality and the failure does not amount to a major failure. Where a failure does not amount to a major failure Novis Healthcare is entitled to choose between providing you with a repair, replacement or refund. To obtain compensation, you would need to provide documentary evidence of the loss or damage suffered and documentary evidence that such loss or damage was a reasonable foreseeable consequence of a failure by Novis Healthcare to comply with a consumer guarantee under the Australian Consumer Law.

At our option:

- goods repaired may be replaced by refurbished goods of the same type rather than being repaired
- refurbished parts may be used to repair goods

In addition to all rights and remedies which you may be entitled to under the Competition and Consumer Act 2010 (Commonwealth) and any other relevant legislation, Novis Healthcare warrants each of its products to be free of defects in materials and workmanship for a period of 12 months (unless otherwise stated), commencing from the date the product is received by the purchaser.

Product Warranty

In addition to all rights and remedies which you may be entitled to under the Competition and Consumer Act 2010 (Cth) and any other relevant legislation, Novis Healthcare warrants each of its products will, with normal use and service to be free from faulty parts, manufacture or workmanship for a period of 12 months (unless otherwise stated), commencing from the date of purchase.

Subject to the provisions of the Australian Consumer Law, Novis Healthcare excludes, to the fullest extent permitted by law, all liability in respect of loss of profit or other economic loss, direct or indirect or consequential, special, general or other damages or other expenses or costs which may include negligence.

Warranty Claims

To claim under this warranty, please contact Novis Healthcare and have your receipt or proof of purchase available. Novis Healthcare may need to assess the defect before determining any claim, and additional information may be requested to process your claim.

Any expenses incurred relating to the return of the defective product to Novis Healthcare will be borne by us. We will then, at our discretion, either repair or replace the product, or refund your money and take back the product. Warranty repairs do not extend the length of the warranty period.

Limited Liabilities

Our liability under this manufacturer's warranty is subject to us being satisfied that a defect was caused by faulty parts, manufacture or workmanship, and was not caused or substantially contributed to by other factors or circumstances beyond our control, including (but not limited to) defective installation, maintenance or repair, product modification or alteration, any neglect, misuse, or excessive use, normal wear and tear or failure to follow manufacturer's instructions.

The benefits conferred by this manufacturer's warranty are in addition to all rights and remedies conveyed by the Competition and Consumer Act 2010 (Cth), and any other statutory rights to which you may already been entitled, and this warrant does not exclude, restrict or modify such rights or remedies that are implied by law.

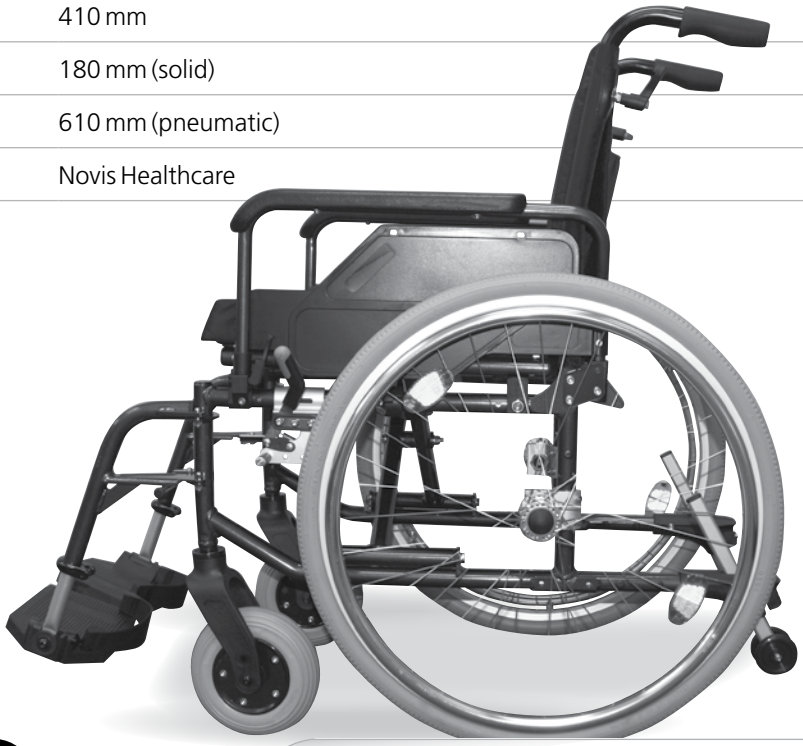
Mail To

Novis Service Centre:
Unit 12, 12 Mars Road Lane Cove NSW 2066

For more information please contact us on **1300 738 885**, email novis@novis.com.au or visit **www.novis.com.au**

Specifications

Code	BL1508
Seat width	405 mm
Chassis	Aluminium, height adjustable
Safe working load	110 kg
Complies to	ARTG 176832
Product weight	16 kg
Seat height	470 mm or 500 mm
Seat depth	410 mm
Seat back height	410 mm
Front wheels	180 mm (solid)
Rear drive wheels	610 mm (pneumatic)
Manufacturer	Novis Healthcare



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